

**COMMITTEE ON PUBLIC WORKS AND PURCHASING**  
(Standing Committee of Berkeley County Council)

**Chairman:** Mr. Caldwell Pinckney, Jr., District No. 7

A meeting of the **COMMITTEE ON PUBLIC WORKS AND PURCHASING**, Standing Committee of Berkeley County Council, met on **Monday, November 10, 2003**, in the Assembly Room of the Berkeley County Office Building, 223 North Live Oak Drive, Moncks Corner, South Carolina, at 6:14 p.m.

PRESENT: Mr. Caldwell Pinckney, Jr., Council Member District No. 7, Chairman; Mrs. Judith K. Spooner, Council Member District No. 2; Mr. William E. Crosby, Council Member District No. 3; Mr. Dennis L. Fish, Council Member District No. 5; Mrs. Judy C. Mims, Council Member District No. 6; Mr. Steve C. Davis, Council Member District No. 8; Mr. James H. Rozier, Jr., Supervisor ex officio; Mr. D. Mark Stokes, County Attorney; and Ms. Barbara B. Austin, Clerk of County Council. Mr. Milton Farley, Council Member District No. 1, and Mr. Charles E. Davis, Council Member District No. 4, were excused from the meeting.

Pursuant to the Freedom of Information Act, notice of the meeting date, time, place and agenda was posted on the bulletin board at the entrance of the County Office Building, 223 N. Live Oak Drive, Moncks Corner, South Carolina, the Berkeley County Library, and mailed to the newspapers, radio stations, television stations and concerned citizens.

Chairman Pinckney called the meeting to order and asked for approval of minutes from the Committee on Public Works and Purchasing Meeting held October 13, 2003.

**APPROVAL OF MINUTES**

It was moved by Council Member Mims and seconded by Council Member Spooner to approve the minutes as presented. This motion was passed by unanimous voice vote of the Committee.

**A. Greg Rines, GIS Director and Ronnie Williams, Berkeley County Assessor,** Re: Elimination of position/creation of position.

Mr. Greg Rines stated there had been a large turnover with a position in the Assessor's Office over the past seven years. In that time, the position (GIS Technician) had been filled six different times. This position attracted individuals straight out of school holding a degree. After being trained and gaining experience in the Assessor's Office, these individuals would leave in pursuit of upgrading their salary level. In an effort to reduce the frequent turnover, a possible solution was designed with the assistance of Mr. Ronnie Williams that would benefit both GIS and the Assessor's Office. The solution was to eliminate the vacant position (GIS Technician – C24), in the

Assessor's Office, and create a new position with more responsibilities in the GIS Office (GIS Analyst 2 – C38). Duties of the new position would encompass prior work performed in the old position of the Assessor's Office (parcel mapping and splits), along with assisting GIS with that department's workload. This would accomplish both departments' goals through the multi-tasking of one shared individual.

Council Member Pinckney asked why transferring, with a review in one year, was not considered.

Mr. Ronnie Williams stated transfer of a GIS Technician – C24 position would not alleviate the problem of frequent turnover in that position. The problem was difficulty in finding and retaining an individual with that type field of expertise who was willing to accept a GIS Technician – C24 level salary.

It was moved by Council Member Spooner and seconded by Council Member Fish to eliminate the vacant GIS Technician – C24 position in the Assessor's Office and to create a new GIS Analyst 2 – C38 position in GIS. The motion passed with three "ayes". Council Member Steve Davis voted "nay"; Council Member Crosby abstained from voting.

**B. John F. Hamer, CPPB, Director of Procurement, Re: 1) Digital Orthophotography Project; 2) EMS Station (Medic 8 – New Hope/Lebanon).**

1. Mr. John Hamer stated 13 proposals had been submitted and reviewed in response to Berkeley County's Digital Orthophotography Project. It was the unanimous recommendation of the evaluation committee to award the contract to Kucera International for a contract amount of \$130,601. This price included the optional footprints for the GIS.

It was moved by Council Member Mims and seconded by Council Member Steve Davis to approve the award of contract on the Digital Orthophotography Project to Kucera International in the amount of \$130,601. The motion was passed by unanimous voice vote of the Committee.

2. Mr. Hamer said bids were requested for the Medic 8 EMS Station located in New Hope/Lebanon for a detached garage and modification to the existing modular home. Only one bid was received on time, from Southeastern Construction Co., in the amount of \$82,990.

It was moved by Council Member Fish and seconded by Council Member Spooner to approve the bid received from Southeastern Construction Co., in the amount of \$82,990 for mobile home renovation and detached garage at the Medic 8 EMS Station located in New Hope/Lebanon. The motion was passed by unanimous voice vote of the Committee.

**C. Sheriff Wayne DeWitt, Berkeley County Sheriff, Re: Sole Source purchase of automated South Carolina Incident Base Reporting System (SCIBRS)**

Chief C.W. Henerey stated that all South Carolina law enforcement agencies had been mandated by the State to implement an automated incident base reporting system by January 1, 2004, to replace paper reports to SLED. The Sheriff's Department, together with MIS, explored program options that would interface with the County's present computer system, comply with funds available and licensing requirements, and meet the mandated deadline. Only one program was found through Digitorque for \$50,000. A lot of equipment would need to be updated, because of a lack of memory space to run the program, but there was grant money available for that.

It was moved by Council Member Spooner and seconded by Council Member Mims to approve the sole source supplier Digitorque, in the amount of \$50,000, for an automated South Carolina Incident Base Reporting System Program. This motion was passed by unanimous voice vote of the Committee.

**Cheryl Lyons, Berkeley County Water and Sanitation Authority Purchasing Director, Re: Bids and Recommendations for the following: 1) Russellville CDBG Project; 2) Surplus property and vehicles.**

Mr. Lee Moulder was present to speak in behalf of Ms. Cheryl Lyons.

**1.** Mr. Moulder stated six bids were received for construction of the Russellville water line. The lowest responsive bidder was W&S Underground, Inc., with a bid of \$405,254.40.

It was moved by Council Member Steve Davis and seconded by Council Member Fish to approve the low bid of \$405,254.40 submitted by W&S Underground, Inc., for the Russellville Water Extension Project. The motion was passed by unanimous voice vote of the Committee.

**2.** Mr. Moulder stated that Council had been provided with a listing of surplus property and vehicles. The useful life had been extended, and it was recommended that the items on this list be offered as surplus.

It was moved by Council Member Fish and seconded by Council Member Mims to approve the listing, entitled *Berkeley County Water & Sanitation Authority Surplus Property and Vehicles, December-03*, for offering as surplus. The motion was passed by unanimous voice vote of the Committee.

**E. Frank Carson, PE, Berkeley County Engineer, Re: 1) Sole Source Purchase for replacement of chiller and retrofit controls at Courthouse**

Mr. Frank Carson stated the request was for the sole source purchase in replacing the chiller at the Courthouse Annex and retrofitting the HVAC controls. The total of both proposals submitted by Johnson Controls was \$141,850. Funds were available in the departmental budget for public buildings to retrofit the controls. Chiller replacement was part of the bond funds. As problems arose with these systems in the past, Johnson Controls had solutions. They also had the maintenance contract for the old chiller and were doing the controls in the main office building, in addition to being involved with some larger HVAC projects.

It was moved by Council Member Spooner and seconded by Council Member Fish to approve the sole source purchase submitted by Johnson Controls, in the amount of \$141,850, for retrofitting of HVAC controls and replacement chiller at the Courthouse. This motion was passed by unanimous voice vote of the Committee.

It was moved by Council Member Spooner and seconded by Council Member Crosby to adjourn the Committee on Public Works and Purchasing Meeting. This motion was passed by unanimous voice vote of the Committee.

Meeting adjourned at 6:48 p.m.

December 8, 2003  
Date Approved

**COMMITTEE ON PUBLIC WORKS AND PURCHASING  
(Standing Committee of Berkeley County Council)**

Chairman: Mr. Caldwell Pinckney, Jr., District No. 7

Members: Mr. Milton Farley, District No. 1  
Mrs. Judith K. Spooner, District No. 2  
Mr. William E. Crosby, District No. 3  
Mr. Charles E. Davis, District No. 4  
Mr. Dennis Fish, District No. 5  
Mrs. Judy Mims, District No. 6  
Mr. Steve C. Davis, District No. 8  
Mr. James H. Rozier, Jr., Supervisor, ex officio

A **meeting** of the **COMMITTEE ON PUBLIC WORKS AND PURCHASING**, Standing Committee of Berkeley County Council, will be held on **Monday November 10, 2003**, in the Assembly Room, 223 N. Live Oak Drive, Moncks Corner, S. C., following the meeting of the Committee on Planning and Development and the meeting of the Committee on Justice and Public Safety at **6:00 p.m.**

**AGENDA**

**APPROVAL OF MINUTES**

**October 13, 2003**

**A. Greg Rines, GIS Director and Ronnie Williams, Berkeley County Assessor, Re:**  
Elimination of position/creation of position.

**B. John F. Hamer, CPPB, Director of Procurement, Re:**  
1. Digital Orthophotography Project  
2. EMS Station (Medic 8 – New Hope/Lebanon).

**C. Sheriff Wayne DeWitt, Berkeley County Sheriff, Re:** Sole Source purchase of automated South Carolina Incident Base Reporting System (SCIBRS)

**D. Cheryl Lyons, Berkeley County Water and Sanitation Authority Purchasing Director, Re:** Bids and Recommendations for the following:  
1. Russellville CDBG Project.  
2. Surplus property and vehicles.

**E. Frank Carson, PE, Berkeley County Engineer, Re:**  
1. Sole Source Purchase for replacement of chiller and retrofit controls at Courthouse

November 5, 2003  
S/Barbara B. Austin  
Clerk of County Council